

# P-PATCH COMMUNITY GARDENING PROGRAM

# PLOT MAINTENANCE

# MONITORING

## Introduction

All P-Patch Program participants must actively maintain their entire garden space on a year 'round basis. Untended plots can create problems such as the spread of weeds to surrounding garden spaces, attracting pests, and harboring plant disease. Untended plots can also create safety hazards and lower the morale of other gardeners and of neighbors. Finally, when P-Patch garden spaces go unused or underused for an extended period of time, the wait time for those on the interest list to join a garden is needlessly prolonged.

To help each P-Patch garden in ensuring a healthy and productive garden, the P-Patch Program has developed the following protocol for monitoring garden spaces. It describes the various roles involved and the means of enforcement for the P-Patch Program's plot maintenance requirement.

## Volunteer Plot Monitors

Each P-Patch garden will establish a volunteer plot monitor. This is one person, or a group of people, that agree to regularly observe all garden plots and to contact plot holders who are not in compliance with plot maintenance requirements. If a garden does not have a volunteer in place, P-Patch Program staff will fulfill this role until a volunteer is available.

## Plot Maintenance Standards

Volunteer plot monitors will assess garden spaces as follows:

- Garden spaces may contain a broad range of gardening styles that reflect the diversity of people's knowledge, skill levels, interests, cultures, and reasons for gardening.
- Garden spaces must be in compliance with all of the standards listed within "Rules for P-Patch Participants" regarding pathways, debris piles, and year-round maintenance.
- Garden spaces may not contain any plants from "Class A" of the King County Noxious Weed List.
- Certain plants must be controlled or removed from P-Patch garden spaces. Please see the "P-Patch Invasive Plant Guidelines" for a list of these plants and information on how to control or remove them.
- Plants must not spread in to neighboring garden spaces, pathways, or common areas.



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## **When a Plot in Unmaintained**

### Step One: Plot monitor(s) make initial contact.

Volunteer plot monitor(s) will contact the plot holder via phone, e-mail, or in person. The volunteer will describe what they have observed happening in the plot, offer suggestions on how to address the maintenance issues, and discuss what resources are available to the plot holder. The volunteer plot monitor(s) will establish a deadline of at least two weeks from the date of contact by which the plot must become fully maintained.

### Step Two: P-Patch Office Staff Make Contact:

If the deadline from step one has passed and the plot remains unmaintained, the volunteer plot monitor(s) will contact P-Patch office staff in order to initiate staff action. The volunteer(s) must provide the P-Patch staff person with documentation of their previous contact(s) with the plot holder. The P-Patch staff person will send the plot holder an official written notice via either postal or electronic which will identify the specific plot maintenance issues and which will specify a deadline of at least two weeks for the plot to be fully maintained.

### Step Three:

If the plot is not fully maintained by the deadline established in step two, P-Patch office staff will send an official written notice via either postal or electronic mail to the plot holder explaining that their plot is being re-assigned to a gardener from the waitlist.

*The P-Patch Program may grant exceptions to the above guidelines in the case of personal hardship. Please contact your P-Patch Community Garden Coordinator for more information about the P-Patch Program's plot maintenance requirement.*

**P-Patch Program**  
**(206)684-0264,**  
**<http://www.seattle.gov/neighborhoods/ppatch/>**